

## Interagency Agreement

This agreement is between the administration of the New Albany Floyd County School Corporation and the First Steps Early Intervention Program. This agreement is for the provision of transition planning from Part C services to Part B services. The purpose of this agreement is to facilitate a smooth transition of children from the Early Intervention Program to the local school agency for preschool children with disabilities. This agreement was entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2003. These agencies agree to collaborate in providing services to families with children birth to five years of age.

### New Albany Floyd County School Corp. Agrees To:

1. When possible, arrange for opportunities to discuss and visit with family members before formal transition services begin.
2. Provide representation on the First Steps Local Planning Coordinating Council.
3. Provide representation on the transition committee.
4. Provide parent in-service on transition for the sending agency.
5. Provide the necessary assessment to determine continuing eligibility under Part B regulations.
6. Refer children who fail to meet eligibility for special education to other appropriate agencies.
7. Participate in the annual review/revision of the LPCC transition plan and the interagency agreement.

### First Steps Agrees To:

1. To obtain parental consent to refer children for eligibility determination for Part B Services.
2. Notify the receiving entity at the age of 18, 30 and 33 months with written parental permission. This includes release of name and birthdates at 18 months and records at 30 months with written parental consent. Records should include:
  - a. The most recent Individualized Family Service Plan
  - b. The most recent Family Service Plan report
  - c. The most recent evaluation reports from any appropriate sources.
3. Provide provider authorizations for the IEP case conference as requested.
4. Inform families of their rights as guaranteed by federal law. R
5. Refer non-eligible children to other appropriate agencies.
6. Provide information and support to Service Coordinators to assist in the transition process.
7. Participate in the annual review/revision of the LPCC transition plan and the interagency agreement.

## Agreement Life:

This agreement shall become effective \_\_\_\_\_ and shall continue in force until terminated by either party upon written notice. The signatories shall review this agreement annually.

\_\_\_\_\_  
Agency

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Agency

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date